

**MINUTES OF THE**  
**SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS**  
**REGULAR MEETING NOTICE**  
**MAY 04, 2005**

**CALL TO ORDER**

Chair Montano called the meeting to order at 10:05 a.m.

**OPENING CEREMONIES**

Chair Montano led the pledge of allegiance followed by a moment of silence.

**ATTENDANCE**

**Present:**

Chair Eleanor R. Montano  
Vice Chair Helen H. Stathatos  
Frank Bacio  
Vito Cannella  
John Hammargren  
Carl Moore

**Absent**

James Cragin

**Others**

Lee Millen, Senior Staff,  
Commission Services  
Twila Kerr, Staff

**APPROVAL OF MINUTES OF APRIL 20, 2005**

On motion of Commissioner Cannella, seconded by Commissioner Hammargren and unanimously carried, the minutes of April 20, 2005 were approved as submitted.

**CHAIR'S REPORT**

Michael Russell's son's funeral services are this Friday; staff will forward a plant and a message of condolence on behalf of the Commission. Chair Montano agreed to attend the funeral and represent the Commission.

The Montano family held a surprise birthday party to celebrate Eleanor's 75<sup>th</sup> birthday. It was a wonderful get together with special gifts received.

In response to Commissioner Moore, Chair Montano advised that the issue of a do not use/refer list of homes will be discussed at a scheduled meeting with Dr. Sanders, DCFS, on May 16, 2005.

### **TREASURER'S REPORT**

Commissioner Bacio reported a \$788.96 balance.

### **STAFF REPORT**

Lee Millen, Senior Staff, advised that a plexiglass to prevent further damage to the conference table will be procured.

Twila Kerr, Staff, suggested the use of small trophies on file to recognize group homes/facilities or for presentation at quarterly meetings. The Commission agreed that best improved entities should be recognized and thanked Ms. Kerr for the suggestion.

### **CORRESPONDENCE**

Chair Montano summarized reading material available.

### **FACILITY/GROUP INSPECTION REPORTS**

#### **Dubnoff Center – 31#1**

Vice Chair Stathatos attempted to inspect this facility on April 28, 2005, however, no one was found at home.

#### **Olive Crest – 79#3**

Vice Chair Stathatos visited this facility on May 2, 2005, and gave a rating of **Satisfactory**; it is a unit of the Alhambra Hospital. There are areas of concern; however, staff has made some improvements. Also, a facility in Buena Park will be leased; students are currently bused to Santa Ana.

#### **Counseling & Research Associate/Masada Home – 21#3**

Commissioner Hammargren and Chairperson Montano attempted to inspect this facility on May 3, 2005; however, no one was found at home.

### **Torrance Branch**

Commissioner Hammargren and Chairperson Montano inspected this court on April 28, 2005 and gave a rating of **Satisfactory**; however, more emergency drills are needed, no turnout gear is available, clothing is stored in lockers, oxygen tanks are on the floor, and chains to escort inmates are urgently needed.

### **Industry Sheriff's Station**

Commissioners Hammargren and Bacio inspected this facility on May 3, 2005 and gave a rating of **Satisfactory** with no areas of concern observed or reported. The station is busy and shows wear and tear, and the visiting room video system is inoperative.

(Commissioner Cannella was excused from the meeting at 10:50 a.m.)

### **Carson Sheriff's Station**

Commissioners Bacio and Moore inspected this station on April 28, 2005 and gave a rating of **Satisfactory** with no areas of concern observed or reported. The Watch Commander indicated that 16 more deputies are needed.

### **NEW BUSINESS/ANNOUNCEMENTS**

#### **▪ Future Facility/Group Home Visits for Upcoming Week**

Chair Montano will call Commissioners with inspection assignments for the following week.

Commissioner Hammargren reported that he will meet with the Assistant Sheriff and can relay Commission concerns, including a suggestion that an Assistant Sheriff's aide (Lieutenant) attend Commission business meetings.

Commissioner Moore reported on his attendance at a DCFS meeting on May 3, 2005 regarding the design and delivery of training to Probation and DCFS staff. DCFS handouts were provided.

Staff will request that Parking Services permit Chair Montano to park in Lot 18 (L) in the Sybil Brand Commission parking spot.

Following discussion, the Commission agreed to make a joint camp/facility visit on June 8, 2005; staff will obtain a county van and be the designated driver.

Discussion ensued on when corrective action should be taken on unsatisfactory conditions at a group home/facility. Statute requirements indicate that recommended changes occur within 20 days.

**PUBLIC COMMENT**

There was none.

**MATTERS NOT ON THE AGENDA (To be presented and placed on a future agenda)**

The Annual Report for this fiscal year will be discussed at the next meeting.

**ADJOURNMENT**

There being no further business, Chair Montano adjourned the meeting at 12:05 p.m.

**Respectfully submitted,**

*Lee Millen*  
**Senior Staff**